

AGENDA
PUBLIC WORK'S COMMITTEE MEETING
Wednesday, July 11, 2018
5:30 P.M., Allouez Village Hall

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMITTEE MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED IN THIS AGENDA. ACTION TAKEN WOULD BE TO MAKE RECOMMENDATIONS TO VILLAGE BOARD FOR THEIR APPROVAL

1. MODIFY/ADOPT AGENDA
2. APPROVE MINUTES from the June 13, 2018 meeting.

OLD BUSINESS:

NONE

NEW BUSINESS:

3. DISCUSSION/ACTION: RELOCATION OF BROOKRIDGE STREET CURBSIDE MAILBOXES FROM WOODROW WAY TO LIBAL STREET (DPW Gehin).
4. DISCUSSION/ACTION: REPAIR OF SANITARY SEWER LATERAL AT 2692 S. WEBSTER AVENUE (DPW Gehin).
5. DISCUSSION/ACTION: MARTHA STREET DEVELOPMENT (DPW Gehin).
6. DISCUSSION/ACTION: REVIEW CONDITION OF ST. MARY'S BLVD FROM RIVERSIDE DRIVE TO WEBSTER AVENUE (DPW Gehin).

DISCUSSION:

7. ADJOURNMENT

NOTE: It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above noticed meeting to gather information; no action will be taken by any governmental body at the above noticed meeting other than the governmental body specifically referred to above in this notice.

MINUTES
PUBLIC WORK'S COMMITTEE MEETING
Wednesday, June 13, 2018
5:30 P.M., Allouez Village Hall

Present: Jim Rafter, Jim Genrich, Rick King, Curt Beyler, Sean Gehin and Brad Lange
Excused: Lynn Green

1. **MODIFY/ADOPT AGENDA**

Meeting called to order by Chairman Genrich at 5:30pm.

Rafter/Beyler moved to approve the agenda as presented. Motion carried.

2. **ELECTION OF COMMITTEE CHAIRPERSON**

Beyler/Rafter nominated and elected Genrich as Chairperson. Motion carried.

3. **APPROVE MINUTES from the April 11, 2018 meeting.**

Beyler/King moved to approve the April 11, 2018 minutes. Motion carried.

OLD BUSINESS:

NONE

NEW BUSINESS:

4. **DISCUSSION/ACTION: NORTH RIVERSIDE DRIVE PEDESTRIAN CROSSING PROJECT (DPW Gehin).**

DPW Gehin gave an update on the progress of the pedestrian crossing on Riverside Drive and Marine St. The project will consist of a Rapid Flashing Beacon, crosswalk, ADA compliant curb ramps and the repair of sanitary sewer. In addition, new sidewalk will be constructed on the northside of Marine Street connecting the Riverside Drive sidewalk to the Fox River Trail. All necessary permits have been applied for and secured minus the sanitary sewer permit.

The project should go out for bids shortly with hopes of opening and awarding the project in mid/late July.

No action necessary.

5. DISCUSSION/ACTION: WEBSTER ELEMENTARY SRTS PROJECT (DPW Gehin).

DPW Gehin gave an update on the project. Work began the week of June 15th with completion in 4 to 6 weeks.

No action necessary.

6. DISCUSSION/ACTION: WARREN COURT WATERMAIN REPAIR (DPW Gehin).

DPW Gehin gave an update on the project. Advertising the project soon with bid opening in July. The goal is to have the project completed by August.

Discussion:

- Does the project include a new sanitary sewer as he remembers the sewer being located in the backyards?
- Is the sanitary line clay?

Gehin will look into both questions.

No action necessary.

7. DISCUSSION/ACTION: OLDE RIVER CONDOMINIUM (DPW Gehin).

DPW Gehin presented the Engineering Agreement between the Village and the Developer of Olde River Condominiums. The purpose of the agreement is to clearly define responsibilities of both parties regarding the public utilities needed for the site as well as the trail connection.

Genrich/King moved to recommend the Engineering Agreement to the Village Board for approval. Motion carried.

8. DISCUSSION/ACTION: SUMMARY OF APRIL SNOW STORM (ADMINISTRATOR/DPW Lange/Gehin)

An update was given to the committee regarding the costs associated with the snow storm in April. The cleanup took several days and included the help of the Water and Parks Department. This was a great collaboration from everyone. The committee thanked everyone, including the City of Green Bay for allowing the village to use a large blower.

9. DISCUSSION/ACTION: GREEN BAY CORRECTIONAL INSTITUTE SANITARY SEWER SPILL (ADMINISTRATOR/DPW Lange/Gehin)

An update on the cost associated with the cleanup of the sewer spill of a private line owned by the Green Bay Correctional Institution. The sewer spill occurred sometime in later March to early April. A resident walking the trail called in a concern. Once the village was notified we began to take action.

The total number of staff hours assisting in the cleanup was 81. Street Department staff members worked around the clock pumping approximately 520,000 gallons of water out of the Heritage Hill Pond to New Water.

There was great coordination and communication amongst, GBCI, WDNR, Village of Allouez and New Water.

Total amount billed to GBCI - \$5,710.72.

No action necessary.

DISCUSSION:

10. ADJOURNMENT

King/Beyler moved to adjourn at 6:35pm. Motion carried.

Minutes by B. Lange, June 18, 2018

VILLAGE OF ALLOUEZ

Allouez Village Hall • 1900 Libal Street • Green Bay, Wisconsin 54301-2453
Phone No.: (920) 448-2800 • Fax No.: (920) 448-2850

Department of Public Works

WEBSTER ELEMENTARY - SRTS SIDEWALK PROJECT BROOKRIDGE STREET CURBSIDE MAILBOXES

07/03/18

The construction of the new 7-foot wide sidewalk along the north side of Brookridge Street has started. The new walk is being constructed along the back of the existing curb to minimize impacts to trees, landscaping and to limit the disturbance to lawns. The wider than normal sidewalk is necessary to allow for snow storage, placement of mailboxes, signs, garbage containers and maintain a 5-foot clear width for pedestrian use.

To ease the maintenance of the sidewalk during the winter, the Village is considering permanently relocating the mailboxes to the right-of-way on the south side of Brookridge Street. The mailboxes would be placed directly across the street from one's property at a location convenient to the U.S. Postal Service. The Village has discussed the relocation of the mailboxes with the U.S. Postal Service and they are supportive of the proposal. The placement of mailboxes on one side of the street has been done elsewhere in the Village.

Discussion and action on the relocation of mailboxes to the south side of Brookridge Street from Libal Street to Woodrow Way will take place at the July 11th Public Works Committee meeting. The meeting will be held at 5:30 p.m. at the Allouez Village Hall. The meeting is open to the public and we encourage you to attend and provide comment and/or voice your concerns. If you cannot attend, please feel free to contact Jeff Piette to provide comments.

Sincerely,

Sean J Gehin
Village of Allouez
Director of Public Works

Jeff Piette
Engineering Technician
Village of Allouez
Office: 920-448-2800 Ext. 122
Mobile: 920-621-8736
Email: jeff@villageofallouez.com

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Department of Public Works

REPAIR OF SANITARY SEWER LATERAL AT S. 2692 WEBSTER AVENUE

Due to a failing sewer lateral the home owner at S. 2692 Webster Avenue has had numerous backups into her basement. This spring the homeowner with the Village's assistance had the line televised from the home to the sanitary sewer main located underneath Webster Avenue. From the video it appeared a portion of the clay lateral had collapsed within the road right-of-way near the property line.

A copy of the Village's policy for the maintenance and repair of sanitary sewer and water laterals is attached. In summary it is the home owner's responsibility to maintain the lateral clear of grease, rags and tree roots from the home to the main in the street. In the event of a pipe failure (i.e, broken pipe, collapsed pipe or excessive tree roots) the repair is made by the property owner but is paid as specified below.

- Pipe defect or failure within the street right-of-way (sewer main to the point of connection) the Village reimburses the property owner for the repair.
- Pipe defect from the street right-of-way (point of connection) to the house the repair cost is the homeowner's responsibility.

In most cases a point of connection to the Village sewer lateral in the street is found and is the basis used to assess the cost of the repair. In this case a point of connection was not found, and it appears the existing pipe was continuously laid from the main to house. In the absence of a determined point of connection there was some confusion on how to assess the cost of the repair. The property owner will be reimbursed for a spot repair within the right-of-way in the absence of determining the point of connection.

Policy for Maintenance of Sewer Laterals and Water Services on Private Property

This policy applies to maintenance of sanitary sewer laterals, storm sewer laterals and water services; and the procedure for household sewer backups. Based on the Allouez Municipal Code 15.24 – Plumbing.

General Policy

1. The Village of Allouez is responsible for maintenance of mainline sewers and water mains in the roadway. The village provides scheduled sewer cleaning to ensure the sanitary sewer mains do not experience blockages.
2. The property owner is responsible to maintain the sanitary and storm laterals clear of grease, leaves, rags, tree roots and other foreign material from the sanitary and storm sewer in the roadway to the property owner's house/building. The property owner must use a sewer lateral service contractor for this maintenance. Routine maintenance of the entire lateral is the property owner's responsibility.
3. If a property owner experiences a basement sewer backup, the village cleans and inspects the main sewer in the roadway to ensure there is no sewer blockage. The village prepares a record of the basement backup event.
4. A defect or failure of a sanitary or storm lateral or a water service is defined as a broken pipe, a collapsed pipe, excessive root growth in the pipe, a break at the connection to the main sewer or at the private property connection to the village installed lateral. A water service failure is usually a leak in the service with water present on the ground or in a household sump pit.

Private Property Sewer Backup Procedure

1. If a sanitary or storm lateral backup or a water service leak occurs the property owner should immediately notify the village. Call the Water Department or the Public Works Department.
2. If a sanitary or storm lateral or water service backup or failure occurs, the property owner is encouraged to immediately contact their homeowners insurance for assistance with the basement cleanup and other costs.
3. If a basement sewer backup occurs, the property owner must contact a sewer lateral service contractor to have the sewer lateral cleaned and/or televised. The property owner/contractor must contact the village to make sure that a Village representative is present during the televising or provide a video tape of the televising to the village.

Responsibility for Sewer Lateral and Water Service Repairs

1. If a defect is discovered in the sanitary sewer or storm sewer lateral, the property owner must make necessary repairs utilizing a sewer lateral service contractor/excavator. It is the private property owner's responsibility to coordinate and complete the lateral repair. The property owner must inform the village of the schedule for the repair so the village can observe the repair and determine the responsibility for the repair cost.
2. If the defect or failure is within the street right of way (from the sewer main to the point of connection to the private lateral) the cost to repair including televising is a village cost. The property owner will be reimbursed for the cost.
3. If the defect or failure is at the point of connection to the lateral or in the service from the point of connection to the house/building, the repair cost is the property owner's including the televising cost. Failure of the point of connection to the lateral is considered a property owner cost because the connection was made by the property owner.
4. The same criteria apply to a water service lateral except that the point of connection is the water shutoff valve at the curb stop.
5. The point of connection of a lateral or water service is generally located between the back of curb and the street right of way property line. The exact location of the connection point may vary depending when the lateral was installed and other factors.

VILLAGE OF ALLOUEZ

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Department of Public Works

MARTHA AVENUE DEVELOPMENT

A developer is in the process of developing the property at the end of Martha Avenue. The proposed development would include 3 residential lots. A Certified Survey Map was prepared creating 3 buildable residential lots with a lot having frontage along the westside of Webster Avenue. See the attached CSM.

In order to serve the new lots with street access, Village services, and public utilities, Martha Avenue and the public underground utilities will need to be extended south from their current location. Existing street right-of-way is available for the extension of the public infrastructure. Adequate right-of-way is available to construct a cul-de-sac (36 ft Radius). To minimize the infrastructure costs, the roadway could be extended, as it exists today, to a point beyond the proposed driveways to ease garbage collection and access. Due to the location of the Webster Avenue sanitary sewer, a private sewer lateral will need to be extended from Martha Avenue along the north side of Lot 2 to serve Lot 1.

The Village has prepared preliminary cost estimates for the extension of the public infrastructure. Two estimates have been prepared for the two street extension alternatives that include a cul-de-sac and an extension of Martha Avenue with a dead end (similar to the existing conditions today). The cost estimates will be distributed at the meeting.

Developer has indicated that the fate of the Development requires Village assistance and a financial contribution. The Village's level of participation will to be discussed at the meeting.



Tx:40289301

2826263

VOLUME: 63

PAGE: 511-513

MAP# 8928

CHERYL BERKEN

BROWN COUNTY RECORDER

GREEN BAY, WI

RECORDED ON

06/05/2018 03:45 PM

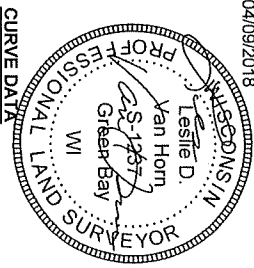
REC FEE:

REC FEE: 30.00

PAGES: 3

VAN HORN & VAN HORN LLC
aka Benchmark Surveying
832 Kelloog St.
Green Bay, WI 54303
PH 920-437-1044
lesv@att.net

Revised 04/19/2018 Revised 05/17/2018
04/09/2018



CURVE DATA

Curve 3-2

Radius 43.00'

Central Angle 144°25'30" (270.4°)

Arc Length 108.39' (41')

Tangent Bearing in S27°54'54"E (N28°35'19"W)

Tangent Bearing Out N63°29'24"W

Chord Length 81.89'

Chord Bearing S44°17'51"W (N43°38'13"E)

AL-1148-1

UNPLATTED LANDS

AL-1149-1

UNPLATTED LANDS

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AL-1148-1

UNPLATTED LANDS

Detail
N25°51'45"E 1.82'
1.87'
167.32'

Detail
N25°51'45"E 1.82'
1.87'
167.32'

Detail
N25°51'45"E 1.82'
1.87'
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Detail
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N25°51'45"E 1.82'
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167.32'

Detail
N25°51'45"E 1.82'
1.87'
167.32'

Register of Deeds

MARTHA AVENUE

(N25°51'45"E)

S26°30'28"W

1.97'

81.89'

142.42'

1.97'

81.89'

142.42'

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CERTIFIED SURVEY MAP

Lot 1, 20 Certified Survey Map (CSM) Page 350, being in Private Claim 19, East Side of Fox River, Village of Allouez, Brown County, Wisconsin

- NOTES:
1. Any improvements to the existing gravel driveway accessing South Webster Avenue on Lot 1 must be approved by the Brown County Public Works Department.
 2. The property owners, at the time of construction, shall implement the appropriate soil erosion control methods outlined in "Wisconsin Construction Site Best Management Practices Handbook" (available from the Wisconsin Department of Natural Resources) to prevent soil erosion. However, if at the time of construction the Village has adopted a soil erosion control ordinance, it shall govern over this requirement. This provision applies to any grading, construction, or installation-related activities.

LEGEND

- Red Post, Plat of Allouez on PC Lines
- Ties Consistent with Monument Record on file with County
- 1 1/4" OD x 18" Iron Pipe Set w/ Cap 1.35 lbs. Per Lineal Ft.
- Existing Survey Monument Found
- 1" Iron Pipe (IP)
- (Denotes Previously Recorded As)

North is referenced to the Brown County Coordinate System as published by the Wisconsin SCO. The west line of Webster Avenue between the Red Post of the Plat of Allouez was observed to bear N26°34'41"E

SCALE 1" = 40'

0 20' 40' 80'

SOUTH WEBSTER AVE.

Lot 2
10,880 sq. ft.

Lot 1
10,647 sq. ft.

Lot 2
10,880 sq. ft.

Lot 1
10,647 sq. ft.

Lot 2
10,880 sq. ft.

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